



# CITY OF HOUSTON

DEPARTMENT OF PUBLIC WORKS & ENGINEERING  
UTILITY CUSTOMER SERVICE  
P.O. BOX 4863  
HOUSTON, TEXAS 77210-4863

Date: \_\_\_\_\_

## UTILITY CREDIT REFERENCE WATER/WASTEWATER

*Step 1:* Please complete the information below with the address and account for which you are requesting a deposit waiver.

City of Houston Address: \_\_\_\_\_

City of Houston Account #: \_\_\_\_\_

*Step 2:* Please complete the information below with the address and account# where you **previously** had service.

The city/county/district of \_\_\_\_\_ has provided \_\_\_\_\_ (type) utility service to:

Your Name: \_\_\_\_\_

Your Prior Service Address: \_\_\_\_\_

*Step 3:* Mail to your **previous utility**. They will complete the information below and return it to you.

### FOR PRIOR UTILITY COMPANY USE ONLY

Status of customer's pay history:

☐ Good ☐ Slow ☐ Delinquent

Verified by: \_\_\_\_\_

Phone: \_\_\_\_\_

*Step 4:* Return the completed form to the address below when completed.

City of Houston  
Credit Department  
P. O. Box 4863  
Houston, TX 77210-4863